



**CITY OF AUBURN
PUBLIC WORKS COMMITTEE**

April 19, 2010

DRAFT MINUTES

I. CALL TO ORDER

Chairman Rich Wagner called the meeting to order at 3:30 p.m. in Conference Room #1, located on the second floor of Auburn City Hall, One East Main Street, Auburn, Washington. Committee members present were: Chairman Rich Wagner, Vice-Chair Sue Singer, and Member Bill Pelozo. Also present during the meeting were: Mayor Peter B. Lewis, Public Works Director Dennis Dowdy, City Engineer/Assistant Director Dennis Selle, Assistant City Engineer Ingrid Gaub, Finance Director Shelley Coleman, Financial Planning Manager Karen Jester, Utility and Accounting Services Manager Rhonda Ewing, Water Utility Engineer Cynthia Lamothe, Traffic Engineer Pablo Para, Transportation Planner/Grants Manager Chris Hankins, Street Systems Engineer Seth Wickstrom, Engineering Aide Amber Mund, Principal Planner Elizabeth Chamberlain, Citizens Wayne Osborne and Nick Perius, Job Shadow Participant Jacklyn Kellogg, and Department Secretary Jennifer Rigsby.

II. CONSENT AGENDA

A. APPROVAL OF MINUTES

It was moved by Vice-Chair Singer, seconded by Member Pelozo, that the Committee approve the Public Works Committee minutes for date, April 5, 2010.

Motion carried 3-0.

B. APPROVE RIGHT-OF-WAY USE PERMIT NO. 10-05 FOR CLEAN SWEEP EVENT

Engineering Aide Mund reported that the Parks and Recreation Department applied for the Right-of-Way Use Permit for the annual Clean Sweep Event. The only change from previous years is the closure of the alley behind the Auburn Avenue Theater because a mural is being painted behind the building.

Vice-Chair Singer asked if there was a list of projects for the event. Mund provided Vice-Chair Singer with a copy of the list. Chairman Wagner asked why Division Street would be closed. Mund answered that it is the location for the Pancake Breakfast.

It was moved by Vice-Chair Singer, seconded by Member Pelozo, that the Committee approve Right-of-Way Use Permit No. 10-05 for Clean Sweep Event.

Motion carried 3-0.

C. ACCEPT CONSTRUCTION OF CONTRACTS E0901, E0902, E0903, E0904, E0905, E0905, E0906, E0907 IN THE TOTAL AMOUNT OF \$1,220,554.72, FOR PROJECT NO. EM0902, GREEN RIVER EMERGENCY FLOOD PROTECTION MEASURES

Assistant City Engineer Gaub explained that the cost amount of \$1.2M is for construction contract work and does not include staff time or material procurement. Gaub said the total cost for all construction work including staff time and material procurement is approximately \$1.7M. Emergency Management has put in a request to the Federal Emergency Management Agency

(FEMA) for reimbursement of additional costs incurred by the City beyond the \$1M reimbursed by the County. Staff is waiting to receive notice from FEMA.

Chairman Wagner commented that the County only covered the cost of construction labor. Assistant City Engineer Gaub responded that the construction contracts included the contractors' efforts, some material procurement such as, dirt for filling bags and filling the geogrid walls, and equipment to complete the work.

Chairman Wagner asked if the FEMA reimbursement will cover the additional costs. Gaub answered that the request included all costs spent on the levee construction and the regional coordination efforts, since January 2009. Chairman Wagner asked where the funding will come from if FEMA denies the request. Director Dowdy stated most of the cost will be charged to the stormwater account, which is where the costs were originally charged to. Director Dowdy said that the stormwater account was the primary operating fund and will be again this year for costs the City is already accumulating. Assistant City Engineer Gaub reminded the Committee that in the case of an event there will be additional costs for the pumping of floodwaters and closure of levee penetrations and roadways. The Committee discussed the usage of stormwater funds for river management.

The Committee asked if there will be breaks in the wall made this summer to allow citizens access through the barriers and what the cost would be to do so. Assistant City Engineer Gaub stated that the current plan is to leave the existing breaks in the wall until an actual event occurs. Chairman Wagner asked if there will be any additional openings made. Director Dowdy stated there will be no additional openings made, except for ones that the Mayor approves, which are very limited. Mayor Lewis stated the primary reason for not making any additional openings is due to fact the design of the wall does not make it easy for them to be taken apart and put back together. Staff does not want to negatively impact the integrity of the walls unless absolutely necessary.

Assistant City Engineer Gaub answered questions asked by Vice-Chair Singer regarding the payment of the contracts. Mayor Lewis spoke about the amount of time it can take for contractors to receive payment when a federal agency is involved.

It was moved by Vice-Chair Singer, seconded by Member Peloza, that the Committee recommend Council accept construction of Contracts Nos. E0901, E0902, E0903, E0904, E0905, E0906 and E0907 for Project No. EM0902, Green River Emergency Flood Protection Measures.

Motion carried 3-0.

III. ISSUES

- A. RESOLUTION NO. 4590 REQUESTING THAT THE UNITED STATES CONGRESS APPROPRIATE SUFFICIENT FUNDS TO PROVIDE FOR INTERIM AND PERMANENT REPAIRS TO THE HOWARD HANSON DAM, AND REQUESTING THAT THE ARMY CORPS OF ENGINEERS BE DIRECTED TO MAKE THE HOWARD HANSON DAM PERMANENT REPAIRS A PRIORITY PROJECT

Mayor Lewis stated that he, the three other Green River Mayors, the King County Executive, the Dam Colonel, and the Governor are visiting Congress at the beginning of May to meet with the State Senators and other representatives regarding the repairs to the Howard Hanson Dam.

Mayor Lewis explained that the \$44M being requested is for the grout work and related repairs to the Howard Hanson Dam, following questions asked by Member Pelozo. Mayor Lewis discussed the amount of protection the additional grout curtain would provide and the continued need to resurface the dam.

It was moved by Vice-Chair Singer, seconded by Member Pelozo, that the Committee recommend Council adopt Resolution No. 4590.

Motion carried 3-0.

B. RESOLUTION NO. 4592 AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AN INTERLOCAL AGREEMENT FOR SERVICES BETWEEN THE CITY OF AUBURN AND KING COUNTY TO COMPLETE CITYWIDE PAVEMENT MARKING IMPROVEMENTS, ANNUAL BRIDGE INSPECTIONS AND RELATED REPAIR WORK AND EMERGENCY CALL-OUT SERVICES

Traffic Engineer Para explained that locations included in last year's contract will be re-striped and there may be additional locations added to this year's contract, such as additional bicycle lanes and/or centerline striping. Chairman Wagner asked if special designated areas will be included in the contract, such as, the area on 9th Street NE where the crosshatching on the pavement has been worn away. Para stated that the intersection at Auburn Way N and 9th Street NE is at the top of this year's list. Staff was studying a potential dual right turn lane at the intersection, but found that it was not feasible so the bus lane will be re-striped. Traffic Engineer Para discussed the map that is provided to King County designating the individual locations for crosswalks, turn arrows, etc.

Chairman Wagner asked about the work schedule. Traffic Engineer Para stated that the County will do work from the time the contract is executed until year's end, as weather permits. There is a delay this year because the King County process for contracts, such as this, has changed and must now be approved by the King County Council. Assistant Director/City Engineer Selle spoke about the language of the new agreement and the flexibility it allows to add locations to the contract. Chairman Wagner asked what could be done in the future to expedite the process and have the striping in place for bicyclists in the summer months. Para stated the new County requirements delayed this year's contract and now staff is prepared to meet the new requirements in subsequent years. Mayor Lewis pointed out that King County may not be striping next year and advised staff to start reviewing alternatives for accomplishing striping in 2011.

Traffic Engineer Para stated the contract for bridge inspections and bridge repair work has been included in the agreement. The Committee discussed the County recommendations for bridge repair and the need for staff to consider the cost of the recommendations.

Member Pelozo asked how the County determines which bridges are included in the agreement. Assistant Director/City Engineer Selle answered that the County is provided with a list and staff has been working with the County on bridge inspections for several years. Para stated he will provide Member Pelozo with the bridge list.

It was moved by Vice-Chair Singer, seconded by Member Pelozo, that the Committee recommend Council adopt Resolution No. 4592.

Motion carried 3-0.

IV. DISCUSSION AND INFORMATION

- A. ORDINANCE NO. 6301 IMPOSING THE LOCAL SALES AND USE TAX TO BE CREDITED AGAINST THE STATE SALES AND USE TAX FOR PURPOSES OF UTILIZING LOCAL REVITALIZATION FINANCING UNDER CHAPTER 39.104 RCW; AND PROVIDING FOR OTHER MATTERS PROPERLY RELATING THERETO

Finance Director Coleman was present. Vice-Chair Singer asked for additional clarification regarding the language used in Chapter 39.104 of the RCW and the possibility of an additional tax. Coleman verified that the City does not have any authority to levy additional sales tax and the RCW refers to the 1% tax which the City is already collecting.

Vice-Chair Singer asked if staff was confident that the City can use the EDA grant as matching funds for the credit against the state sales tax. Finance Director Coleman confirmed that to be correct.

Chairman Wagner asked where the boundaries for the revitalization area are. Coleman answered the revitalization area includes the entire Downtown Urban Center (DUC) Zone.

The Committee and staff discussed the amount of sales tax revenue that would be needed in order to generate the project award of \$250,000.00 and the risk involved. Coleman explained how staff calculated the amount levied and that the figures were based on 2008 sales tax collection amounts, which were historically lower than the 3 prior years.

Chairman Wagner asked if the .03% sales tax credit applies to sales or the sales tax. Finance Director Coleman answered that it applies to the total retail sales in the City.

Mayor Lewis spoke about his and Finance Director Coleman's recent meeting with the underwriter and the Standards and Poor's credit rating for the City.

Finance Director Coleman and Financial Planning Manager Jester reviewed the formula used to calculate the proposed .03% sales tax credit with the Committee. Member Pelozo asked over what period of time the award would be paid. Coleman answered the payments would be made over 10 months. Mayor Lewis spoke about how the State set up the program.

The Committee supported Ordinance No. 6301, pending discussion on related Ordinance No. 6305.

- B. ORDINANCE NO. 6305 – BOND ISSUE

Finance Director Colman reviewed the Schedule of Events for the upcoming bond issuance. Coleman stated that the prices being present to the Committee are based on an AA rating from Standard and Poor, which is what staff expects to receive. Coleman answered questions asked by Member Pelozo regarding the benefit of an AA+ rating and an AA rating.

Finance Director Coleman explained that the five bond issues consist of Limited General Obligations (LTGOs) and Build America Bonds (ABAs). This will provide funding for a refund which will save approximately \$15,000.00 per year on the City's debt service payment on the remaining 9 years of the 1998 library bond, \$7.2M dollars for the Promenade Project and open spaces plaza, and \$22.5M to purchase the annex condominium. The interest cost for these issues is 4.018509%.

Finance Director Coleman distributed clean copies of Ordinance No. 6305 to the Committee and staff.

Finance Director Coleman answered questions asked by Member Pelosa regarding issue 3 on the memo from the Finance Department, the refund of the 1998 GO bonds issued for the library and its affect on the other two bond issues. Member Pelosa asked if there would be a penalty to be paid for refunding the bonds. Coleman answered that there would be no penalty because the bonds have been held for at least 10 years.

Finance Director Coleman reviewed attachment 2, Sources and Uses of Funds, with the Committee following questions asked by Member Pelosa.

Vice-Chair Singer asked if the construction costs of the new City Hall Plaza are included in the bond issues. Mayor Lewis said the funds received from the State may be used on anything in the downtown area, including the City Hall Plaza. Public Works, Planning, and Finance staff will be working on a list of projects to present to Council.

Chairman Wagner discussed the cost estimate for the Downtown Promenade Project and any excess funds possibly going to stormwater management. Chairman Wagner voiced his support for the \$7.2M Local Revitalization Funding component as long as those excess funds are used to help resolve the stormwater management problems in the Downtown Area that were discussed at the last Public Works Committee Meeting and not niceties such as water features. Member Pelosa agreed.

Member Pelosa verified that the \$22.5M in funding will be used to purchase all of the leased space in the City Hall Annex building. Finance Coleman stated that it would and the purchase will save the City approximately \$20,000 per month, \$240,000 per year. The Committee and staff discussed the possibility of leasing a portion of the space. Chairman Wagner asked what the deadline for exercising the purchase option is. Coleman answered, May 15, 2010. Mayor Lewis discussed the cost savings of purchasing the space.

Vice-Chair Singer asked if there was any penalty if the Downtown Area construction was postpone for 3-4 years. Finance Director Coleman stated that there were none.

Finance Director Coleman discussed the Preliminary Office Statement and the conditions of the bond sale, following questions asked by Chairman Wagner.

Mayor Lewis stated the May Bond Issue will be discussed at the Finance Committee Meeting. Finance Director Coleman said Ordinance No. 6305 will be presented to Council for adoption on May 3, 2010.

C. BAD DEBT WRITE OFF

Finance Director Coleman reported that a review has been performed of the aged receivable balances for both utility accounts and the miscellaneous accounts receivable for bad debt to be written off. Coleman stated such a review has not been completed in several years and staff plans on conducting reviews of the accounts on a quarterly basis moving forward. Mayor Lewis pointed out that just because bad debit is written off does not mean that collection efforts do not continue.

Finance Director Coleman discussed the ACE project, in response to questions asked by Vice-Chair Singer. Coleman reported that the Legal Department is currently working on the project debt.

The Committee and staff discussed the amount being written off and the efficiency of the City's in-house debt collection process.

The Committee and staff discussed the possibility of sponsoring State legislation that would assist in collecting traffic citation debt, following comments by Member Pelosa.

Finance Director Coleman answered questions asked by Citizen Wayne Osborne regarding the statute of limitations on collecting property damage debt.

D. BONNEY LAKE INTERTIE AGREEMENT

Director Dowdy provided a background summary on the negotiations on the Emergency Water System Intertie Agreement between the City and the City of Bonney Lake. Dowdy reported that the agreement was not only needed in the case of emergency but also because of situations where prolonged reliance due to well failures is considered necessary and when the volumes require Bonney Lake to take water from Tacoma to meet Auburn's emergency demands. Dowdy discussed the probable future need to enact the intertie again during the upcoming summer and explained that the new agreement addresses all foreseeable issues. During the negotiations of the final bill for Auburn's 2009 use, it was decided that the existing agreement would not suffice to meet both cities' long term needs which lead to the decision to renegotiate the agreement to address both cities' concerns.

Director Dowdy stated the new agreement covers three different situations. The first situation being a 7 day emergency and the second situation would cover an extended period of emergency which can not be resolved in 7 days, requiring prolonged reliance. The third situation involves an average daily demand that is so great that Bonney Lake wells can not support it and Bonney Lake has to purchase water from the City of Tacoma. In that situation, the Tacoma water rate would be passed on to the City of Auburn. Dowdy stated that if Bonney Lake is shipping water from the City from Tacoma, it would be the same monthly rate that the City would pay if opening up an intertie with Tacoma plus a wheeling fee to reimburse Bonney Lake's additional costs of operating their Tacoma intertie. The City is also attempting to open up two new interties on the Tacoma line to help meet the City's summer water needs by using water purchased from Cascade under our settlement agreement.

Water Utility Engineer Lamothe answered questions asked by Chairman Wagner regarding the City's maximum daily demand.

Director Dowdy answered question asked by Member Pelosa regarding the legal language of the agreement. Dowdy reported that both the City Attorneys for the City of Auburn and City of Bonney Lake have reviewed the agreement, as have the City Mayors and is currently being discussed by both City Councils.

E. ORDINANCE NO. 6275 AMENDING SECTION 10.36.270 OF THE AUBURN CITY CODE RELATING TO STOPPING, STANDING, AND PARKING ON PLANTING STRIPS

Transportation Planner/Grants Manager Hankins reviewed the latest revisions to Ordinance No. 6275 with the Committee. Additional language regarding enforcement and administration has been added to the new section 10.36.215.

Chairman Wagner asked about the language in 10.36.215, item B, "...is able to be used for parking..." and asked if the City Attorney felt that language was specific enough. Director Dowdy stated the language came from the City Attorney and stated that the language could probably be adjusted to clearly reference back to the standards.

Chairman Wagner asked why item 5 did not allow for the use of gravel. Transportation Planner/Grants Manager Hankins answered that gravel is considered to be an impervious surface. Assistant Director/City Engineer Selle stated there is some flexibility in the materials that can be used for that small of area and gravel could be included. Chairman Wagner asked that gravel be included.

Member Peloza asked if the ordinance would address the parking issue on F Street SE. Staff responded that issue is separate from the ones addressed by the ordinance and that the issue on F Street SE is currently being handled by staff.

Ordinance No. 6275 will be brought back to the Committee for action on May 3, 2010.

F. 2010 ARTERIAL AND COLLECTOR PAVEMENT PRESERVATION PROGRAM

The Committee reviewed the maps provided by Street Systems Engineer Wickstrom.

Street Systems Engineer Wickstrom answered questions asked by Chairman Wagner regarding the estimated cost of the pavement work on I Street NE and 1st Street NE. Wickstrom stated the estimate covers repairs to 1st Street NE and rebuilding the travel lane portions of I Street NE.

The Committee and staff discussed the pavement repairs that need to be made to West Valley Highway north of Main Street. Traffic Engineer Para answered questions asked by Chairman Wagner regarding the possibility of securing grant funds for repairs to that section of West Valley Highway. Vice-Chair Singer requested a list of the streets included in the recent grant request.

Street Systems Engineer Wickstrom discussed the rehabilitation of I Street NE. Wickstrom explained that I Street NE consist of two travel lanes and a center turn lane. The center travel lane is in good condition, so the preliminary scope for the project includes rebuilding just the travel lanes but will be more defined as the design progresses.

G. CAPITAL PROJECT STATUS REPORT

Member Peloza asked about the status of the Finish Dates listed for Project Nos. CP0731, 2007 Sewer Repair and Replacement, CP0904, 2009 Sidewalk Improvements, and CP0907, 2009 Arterial Patching Program. Assistant City Engineer Gaub answered the contractor is finishing up the final punchlist items for the 2009 Sidewalk Improvements Project and should be finished in April. The contractor for the 2007 Sewer Repair and Replacement Project is finishing up a last few sites and some restoration work and the contractor for the 2009 Arterial Patching Project is complete.

Member Peloza asked if there is a 2010 Sidewalk Improvement Project. Gaub answered the sidewalk improvement program takes place every two years and the next program is scheduled for 2011.

Item 27 – CP0915 – Well 1 Improvements: Chairman Wagner asked when the interim report will be complete. Assistant City Engineer Gaub answered the consultant is working on the evaluation of the pump tests and screen tests and once the testing is complete the consultant will compile a report with the recommendations on the issues of the well and possible resolutions. The preliminary report is due in May 2010. Chairman Wagner asked that more specific dates for the status of major project milestones be included on the CPS Report.

ADDITIONAL DISCUSSION

The Committee and staff discussed the use of LED lights in City traffic signals and the technology being developed for street lighting, following questions asked by Member Pelosa.

V. ADJOURNMENT

There being no further business to come before the Public Works Committee, the meeting was adjourned at 5:15 p.m.

Approved this _____ day of _____, 2010.

Rich Wagner
Chairman

Jennifer Rigsby
Public Works Department Secretary